

## NOTICES OF SUBSTANTIVE POLICY STATEMENTS

The Administrative Procedure Act requires the publication of substantive policy statements issued by agencies (A.R.S. § 41-1013(B)(14)). Substantive policy statements are written expressions which inform the general public of an agency's current approach to rule or regulation practice. Substantive policy statements are advisory only. A substantive policy statement does not include internal procedural documents that only affect the internal procedures of the agency and does not impose additional requirements or penalties on regulated parties or include confidential information or rules made in accordance with the Arizona Administrative Procedure Act. If you believe that a substantive policy statement does impose additional requirements or penalties on regulated parties you may petition the agency under A.R.S. § 41-1033 for a review of the statement.

### NOTICE OF SUBSTANTIVE POLICY STATEMENT

#### STATE BOARD OF EQUALIZATION

**1. Subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**

Determination of "substantial information" in a petition rejected by the assessor pursuant to A.R.S. § 42-16053.  
#SBOE-04-008

**2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**

August 25, 2004

**3. Summary of the contents of the substantive policy statement:**

Establishes Board policy on hearing petitions rejected after June 15 by the assessor for failure to provide substantial information. If the assessor mails a notice of rejection after June 15 and it is a first rejection, on appeal the Board must first review the petition and the supporting documentation submitted to the Board and determine if the petitioner has provided substantial information pursuant to A.R.S. §§ 42-16051(B), 42-16052, or other applicable statutes. If the assessor rejects a petition two or more times and the last rejection occurs after June 15, then on appeal the Board may only consider the last amended petition and supporting documentation filed with the assessor in making an initial determination as to whether the petitioner has complied with the substantial information requirements. If the Board determines that the petitioner has not submitted substantial information, then the Board will not hear petitioner's appeal and the assessor's valuation and classification will stand.

**4. A statement as to whether the substantive policy statement is a new statement or a revision:**

This is a new statement.

**5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:**

Name: Harold Scott, Chairman  
Address: 100 N. 15th Ave.  
Suite 130  
Phoenix, AZ 85007  
Telephone: (602) 364-1601

**6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:**

A copy of the statement may be obtained at the SBOE office at the address listed in item #5 above. There will be a charge of 25 cents per page, payable in cash or by money order to the State Board of Equalization.

### NOTICE OF SUBSTANTIVE POLICY STATEMENT

#### DEPARTMENT OF INSURANCE

**1. Subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**

Uncertainty Related to Expiration of the Terrorism Risk Insurance Act of 2002 Exclusions Related to Acts of Terrorism (Regulatory Bulletin 2004-03).

**2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**

September 7, 2004

**3. Summary of the contents of the substantive policy statement:**

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The purpose of this Bulletin is to inform Insurer's of the Department's decision to consider certain conditional coverage limitations for acts of terrorism.

**4. A statement as to whether the substantive policy statement is a new statement or a revision:**

This is a new statement.

**5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:**

Name: Jennifer Boucek  
Address: Department of Insurance  
2910 N. 44th Street, 2nd Floor  
Phoenix, AZ 85018  
Telephone: (602) 912-8456  
Fax: (602) 912-8452

**6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:**

Copies of this policy may be obtained from the Internet at [www.id.state.az.us](http://www.id.state.az.us) or from the person listed in question # 5 for 25 cents per page.